

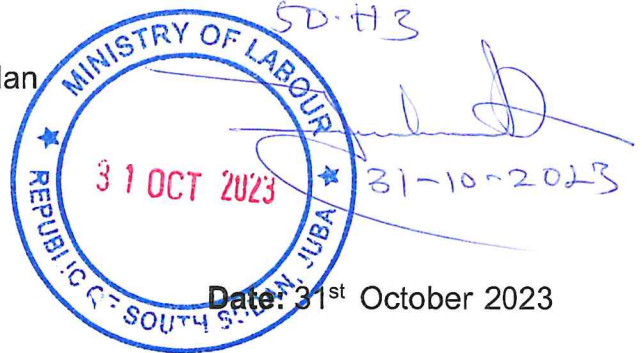


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Vacancy Announcement

Education Field Officer,
Padiet, Duk County, Jonglei State, South Sudan



Date: 31st October 2023

Background

The Christian Mission for Development (CMD) is implementing the South Sudan Multi-Year Resilience Programme (SS MYRP) for Phase 2 in Duk County, Jonglei State. This Project is supported with generous seed funding by **Education Cannot Wait (ECW)** and managed in South Sudan by the SS MYRP Consortium made up of **Save the Children International (SCI)**, **Norwegian Refugee Council (NRC)** and **Finn Church (FCA)**. **SCI** is the lead agency, and the Consortium oversees implementation of the MYRP Project by INGOs and NNGOs across South Sudan. The Project seeks to support out-of-school children (OOSC) to go back to school again and stay on to complete their education.

Education Cannot Wait (ECW) is the first global multilateral fund dedicated to education in emergencies and protracted crises. It was launched by international humanitarian and development aid actors, along with public and private donors, to address the urgent education needs of 75 million children and youth in conflict and crisis settings. ECW's investments are designed to usher in a more collaborative approach among actors, ensuring relief and development stakeholders join forces to achieve quality education outcomes. Additional information is available at www.EducationCannotWait.org

The overall objective of the MYRP Phase 2 is to reach at least 135,000 crisis-affected children and youth – including refugees, returnees, and host-community children – with holistic education supports that improve access to school, ensure quality learning, enhance inclusivity for girls and children with disabilities, and build resilience to future shocks.

Job Description	
Job Title: Education Field Officer (EFO)	Expected Start Date: 25 th November 2023
Reporting to: Project Coordinator and works closely with Gender & Inclusion Officer and Education Manager.	





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Basic Position Description: The Education Field Officer (EFO) will be responsible to carry out field assessments, implement and monitor the progress of education project activities and be the key focal point for the teachers/facilitators, learners, caregivers, community groups, and local officials. Ensuring full inclusion of the most vulnerable children and families is a key responsibility of this role. The role will be based within CMD field offices, with frequent travel to project sites and schools to meet and interact positively and safely with children, teachers, caregivers, PTAs/SMCs, and other stakeholders.

Country: South Sudan	Base: Field location, Padiet, Duk County, Jonglei State.
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Responsibilities & Duties:

The Education Field Officer performs a wide range of duties including, but not limited to, the following:

1. Participate in information gathering and assessments:

1. Carry out site mapping exercises to determine school locations based on population size, education needs, access to formal/non-formal education and land availability.
2. Carry out education service mapping of both formal and non-formal services for information sharing and referrals with project stakeholders.
3. Participate in additional information gathering and assessments as required.
4. Develop and promote a learning partnership between home, school, and community.

2. Monitor field level implementation of formal & non-formal education:

1. Develop and manage an implementation plan for monthly and quarterly activities for all schools under CMD.
2. Monitor the qualitative and quantitative delivery of ECD, primary, and secondary classes, such as student progress appraisals, teaching methods, attendance rates, assets management, etc.
3. Ensure adherence by all teachers, including EiE volunteer teachers, to the standard operating procedures and codes of conduct.
4. Conduct regular coordination meetings with teachers, caregivers, and community representative groups to identify activity progress, successes, and areas for improvement.
5. Train teachers/facilitators and supervise their development.
6. Mobilize the teachers for being regular in the school.
7. Regular visits to the schools for mentoring the teachers and classroom observation.
8. Mobilization of communities to develop and implement construction activities for education purposes.



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3. Reporting and information management:

1. Prepare weekly reports on qualitative and quantitative data against project indicators.
2. Be responsible for field level documentation, such as attendance sheets, teacher feedback forms and community meeting minutes (monitor the correct usage of documentation and support to fill gaps as needed).
3. Carry out an efficient documentation and filing system for both paper and electronic records (data entry into project database).

4. Quality and accountability:

1. Adhere to the standards of conduct outlined in CMD's Child Protection Policy and Staff Code of Conduct.
2. Protect the safety and well-being of the children, under the policies and procedures for safeguarding children.
3. Work with the Project Coordinator and Gender & Inclusion Officer, facilitators/teachers, and stakeholders to ensure quality delivery of formal & non-formal education in an inclusive and protective environment during emergencies, early recovery, and development/reconstruction.
4. Collect feedback from beneficiaries to adjust programming to meet the needs of the community using CMD's Stakeholder Participation Guidance.
5. Report any case of child labour or abuse observed on site to the Project Coordinator/Education & Child Protection Manager, OR CMD HR Coordinator/ Executive Director using CMD's Incident Reporting Form.
6. Report to the Project Coordinator on the use of finances and assets purchased to support the learning programmes.
7. Report on the schools' progress in meeting the goals, objectives and targets set in the annual plan.

Results/Expected Outputs

The expected result of this job description is an Education Field Officer who is able to ensure the successful implementation of project activities; address implementation challenges as they arise; carry out particular tasks related to the selection and protection of beneficiaries; manage relationships with relevant stakeholders; monitor and report on the rapidly changing environment and actively contribute to CMD's MYRP Phase 2 overall education programme strategy, design, and implementation.



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Qualifications & Experience:

1. Bachelor's Degree or Diploma in Education or social sciences or psychology from a reputable institution of higher learning.
2. 3-5 years working experience in education, in administration and/or teaching.
3. Working and/or academic experience in Early Childhood Development/Primary Education/Alternative Learning Programmes/Secondary Education.
4. Commitment to humanitarian principles and values.
5. Clear understanding of inclusion in education, particularly for children with disabilities; and working knowledge of gender equality, and issues surrounding violence against women and girls.
6. Ability to train, mentor and support local education stakeholders in their respective tasks in a professional, respectful, and supportive manner.
7. Positive and professional attitude, able to organize, maintain composure and prioritize work under pressure, work overtime when necessary and be able to coordinate multiple tasks and maintain attention to detail.
8. Experience working with displaced and refugee population in Jonglei & Upper Nile States preferred.
9. Ability to work as a member of a team essential.
10. Computer literacy, including Microsoft Word and Excel.
11. Fluency in written and spoken English required and fluency in Nuer desired.

Desired Attributes:

1. Strong analytical skills and strategic planning abilities.
2. Ability to establish and maintain conducive collegial relations and perform effectively as a member of a field team.
3. Highly developed interpersonal and communication skills including influencing, negotiation, and coaching.
4. Willingness to be based in the Jonglei & Upper Nile sub-regions for months at a time, with frequent travel to project field sites and schools within the sub-regions.
5. A belief in empowering marginalized and vulnerable people in South Sudan.
6. Ability to respect and maintain confidentiality.





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HOW TO APPLY

1. Interested Candidates are requested to submit their Applications, Updated CVs and a scanned copy of their nationality ID/passport to: **HR Department, CMD South Sudan** OR email them to jobs@cmd.org, education@cmd.org and info@cmd.org NOT later than **Tuesday 14th November 2023**.
2. Applications in hard copies must be bound in one document and sent to the following address: **Christian Mission for Development (CMD)**, Juba, South Sudan. Tongping Area, Juba Na-Bari, Plot No. 157 Block No. III, 3rd Class Residential Area, Near Catholic University of South Sudan, Juba-South Sudan.
3. Only shortlisted candidates will be contacted, and applications submitted will not be returned.



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